



**JUSTICE CABINET
DEPARTMENT OF
JUVENILE JUSTICE
POLICY AND PROCEDURES**

CHAPTER: Program Services

AUTHORITY: KRS 15A.0652

**SUBJECT: Cadet Leadership and Education
Program (CLEP)**

POLICY NUMBER: DJJ 311

TOTAL PAGES: 3

EFFECTIVE DATE: 1/04/2016

APPROVAL: Bob D. Hayter

, COMMISSIONER

I. POLICY

The Cadet Leadership and Education Program (CLEP) shall be a specialized Department of Juvenile Justice (DJJ) program for delinquent males who have committed a felony offense, are committed to DJJ, and are in need of services in an out of home placement. The CLEP program shall operate in accordance with all DJJ policies and procedures except where differences are outlined in this policy.

II. APPLICABILITY

This policy shall apply to the Department of Juvenile Justice (DJJ) operated CLEP.

III. DEFINITIONS

Refer to Chapter 300.

IV. PROCEDURES

A. Eligibility and Admission

1. Youth shall be assessed and identified by the Classification Branch for a formal interview which shall be performed by qualified CLEP staff.
2. CLEP staff shall determine if the youth is suitable for the program intellectually, physically, academically, and emotionally.
3. The admission and discharge of a youth from CLEP shall be done in accordance with the DJJ classification system but the following shall apply:
 - a. CLEP shall be designed for youth in need of a strictly supervised and disciplined environment followed by supervised community aftercare.

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- b. Youth shall be males between the ages of fourteen (14) and seventeen (17).
 - c. Youth shall be committed on a felony offense at the time of placement.
 - d. Youth shall be cleared by the CLEP Treatment Director, generally, having no history of suicide attempts in last two years and no psychiatric hospitalizations other than for substance abuse treatment.
 - e. Youth shall be cleared medically by a physician to participate in the rigorous physical training and work programs.
 - 4. Youth may be excluded for consideration for placement at CLEP due to the following:
 - a. Youth is committed to the Department for a sexual offense;
 - b. Youth has a history of escape from facilities;
 - c. Youth is suicidal or has attempted suicide in the last two (2) years;
 - d. Youth has physical or mental limitations who, even with the provision of reasonable accommodations, are unable to engage in physical training and program requirements; or
 - e. Youth accepted outside of these criteria are reviewed individually by the Superintendent for acceptance.
 - 5. Youth admitted to CLEP shall complete a minimum of four (4) months of a residential level system and up to four (4) months of a community aftercare program prior to successful discharge.
 - 6. Youth participating in CLEP shall be required to maintain grooming habits as prescribed in the CLEP handbook.
- B. Residential Level of Treatment**
- 1. The CLEP Treatment Track shall outline the timeline for completion of the residential portion of the program. The names of each level shall be consistent with the CLEP model for treatment.
 - 2. The timeframes for the CLEP Treatment Track shall be targeted for completion in 140 days and shall be broken down as follows:
 - a. Private – 21 days;
 - b. Private First Class – 42 days; and
 - c. Corporal and Sergeant – as earned – 77 days.
 - 3. Promotion through levels in CLEP shall be based on completion of individual treatment plan (ITP) goals and tasks, following facility rules and expectations, and participation in facility drills and ceremonies.
 - 4. In addition to the youth's regular education programming, youth at CLEP shall be required to learn basic military bearing and complete all requisite coursework.
 - 5. Youth shall participate in work detail and physical training daily.
 - 6. An exercise of the day (EOD) may be issued for minor rule infractions.
- C. Community Phase of Treatment**

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1. After the youth successfully graduates from CLEP, the youth shall be placed on CLEP aftercare for a period of up to four (4) months.
2. During CLEP aftercare, the youth shall be supervised by the CLEP and shall be on CLEP aftercare conditions.
3. The youth counselor shall conduct regular counseling sessions with the youth and the family to assist with the transition of the youth back to the home environment.
4. The youth counselor shall assist with linking the family to services as needed to ensure the success of the youth's return. The following components may be included in this phase of the youth's treatment:
 - a. Education;
 - b. Restitution;
 - c. Group or Individual Therapy;
 - d. Family Involvement;
 - e. Mentors and Community Support;
 - f. Substance Abuse Prevention/Treatment;
 - g. Life-Skills Counseling;
 - h. Career Counseling, Job Training, and Assistance in Locating Jobs; and
 - i. Victim Empathy Activities;
5. If, at any time, during this four (4) month period, the youth fails to meet expectations in the home, at school, or at his place of employment, the youth may be returned to CLEP in order to provide stabilization and refocus before he is returned to the community phase of treatment.
6. While the youth is being supervised under CLEP aftercare, the youth counselor at CLEP shall be responsible for conducting and documenting thirty (30) day treatment reviews as required by policy.
7. Once the youth successfully completes CLEP aftercare, the Juvenile Service Worker (JSW) shall have the youth sign Conditions of Supervised Placement or shall petition the court for release from commitment at appropriate. Once this occurs, the JSW shall be responsible for reviewing and updating the youth's record as required by policy.

V. MONITORING MECHANISM

A. Residential

Monitoring shall be accomplished by the Superintendent, Treatment Director, or Counselor Supervisor.

B. Aftercare

Monitoring shall be accomplished by the Superintendent, Assistant Superintendent, and the Aftercare Coordinator.